



# Policy Document Drug Education and Drug-Related Incidents

*Maximum Effort for Maximum Achievement*

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## AIMS

The school intends to sustain the standards required to meet the Healthy Schools' Enhanced Award. These standards are implicit in all the activities that the school undertakes and its aims are therefore:

- To create a shared vision of the healthy school this is reflected in the aims, policies and management of the school, and propagated by effective communication among all stakeholders.
- To enable members of the school community, including pupils, to become actively involved in the development of the healthy school.
- To establish a school climate of respect, tolerance and equal opportunity, in which individuals are valued, and positive relationships and self-esteem flourish.
- To develop effective health related policies reflecting legal requirements and non-statutory guidance.
- To ensure all pupils follow a planned and progressive PSHE and citizenship curriculum.
- To ensure that teaching is informed, reflecting learning objectives and the needs of pupils; promoting high personal achievement and life-long enthusiasm for learning.
- To provide a safe, secure and stimulating physical environment that promotes the health and well-being of all members of the school.
- To provide effective pastoral support for pupils.
- To promote the professional development, health and welfare of staff.
- To work effectively with parents and the wider community in order to promote the development of pupils and the healthy school, providing a supportive framework of team spirit within which all parties can be, or prepare to be, effective citizens.

## INTRODUCTION

This Policy seeks to ensure:

- That young people in our school receive an education that enables them to grow up confidently, knowledgably, competently and safely in a drug using world.
- That young people get consistent messages about living a healthy lifestyle and the inappropriateness of drug misuse.
- That drug related incidents are addressed throughout our school in a consistent manner

Teachers, support staff, governors, parents/carers, pupils and professionals from relevant agencies including police and LA advisors, have been consulted in the formulation of this policy, which is based on *Guidance for Schools (DfE and ACPO drug advice for schools 2012)*.

Copies of this policy will be available for members of the public to read in school upon request. It will also be placed on the school's website.

*At the time of issue of this reviewed policy, there is increasing national and governmental concern about the effects of alcohol in our society. Alcohol is specifically mentioned by name in this document, and there is also specific alcohol-related work in the PSHE and NC Science Schemes of Work. Nonetheless, the school should be especially aware of alcohol-related questions and incidents.*

## **DEFINITIONS**

We define a drug as being:

- *A substance people take to change the way they feel, think or behave. (UN Office on Drugs and Crime)*

Throughout this policy, “drug” refers to all drugs:

- Illegal drugs (Misuse of Drugs Act 1971)
- All legal drugs, including alcohol, tobacco and volatile substances
- Prescribed medicines
- Over-the-counter medicines
- Psychoactive Substances (These drugs mimic illegal drugs but are in fact legal although they can be unsafe to use).

We define drug misuse to be:

*...the taking of a substance which harms, or threatens to harm, the physical or mental health, or social well being of an individual, or of other individuals, or society at large, or which is illegal. Within this definition can be placed the use of legal substances such as alcohol, solvents, the use of prescribed medicines and the taking of illegal drugs.*

*(Adapted from the Royal College of Psychiatrists 1987- County Child Protection Guidelines)*

## **RATIONALE**

Our School has two responsibilities.

### **Education**

Under the terms of the National Curriculum we are required to meet two aims:

- The school Curriculum should aim to provide opportunities for all pupils to learn and to achieve
- The school Curriculum should aim to promote pupils’ spiritual, moral, social and cultural development and prepare all pupils for the opportunities, responsibilities and experiences of life.

Young people are growing up in an increasingly drug using world. During their early childhood they are exposed to messages about drug use from the media, their peers, their families and our wider society. They may experiment with drugs while still of school age and will be confronted by opportunities to use drugs throughout their lives.

If we are to prepare pupils for life in a “drug-using world”, we need to ensure that all the children in our school receive an appropriate curriculum matched to their age and readiness. We need to ensure that all staff are adequately informed and trained so that the curriculum we teach and messages we convey are consistent and clear.

We recognise that many of the aspects of the curriculum contribute towards enabling young people to know how to stay safe from substance abuse, as well as to have the high self esteem and interpersonal skills that enable them to stay safe and in control.

The raising of every child’s self esteem is a fundamental aim of our school.

## **Welfare**

Problems with drug use can affect any one of our young people, from the youngest to the oldest. These can range from:

- Accidental exposure to a substance (medicines) or drug equipment (discarded needles)
- Inappropriate experimental or recreational use of a drug.
- Developing a drug habit or losing control of their drug use.
- A sudden and catastrophic health problem (sudden illness or collapse)
- Living within 'drug using' families or in circumstances that might make them vulnerable to future drug misuse.

A young person's own problem drug use can be:

- The main cause for concern
- A symptom of a deeper, more complex difficulty.
- One of a number of interrelated issues or concerns.

It is rare for problem drug-use to be isolated from other pastoral difficulties. In all cases, our guiding principle will be that

**The welfare of the young person and their peers is paramount at all times.**

## **CONFIDENTIALITY**

All adults in the school community must honour their professional responsibilities in relation to:

- Child Protection.
- Co-operating with a police investigation.
- Referral to external agencies.

All staff and any expert visitors are subject at all times to child protection (SET) procedures.

No visitor will work with young people in any unsupervised capacity unless they have been DBS checked.

## **MEDICINES**

The school follows the *Essex County Council Code of Practice 29-Administration of Medicines and Procedures for Dealing with Certain Medical Conditions*

## **THE TAUGHT CURRICULUM**

### **Scheme of Work**

The School uses *The Cambridgeshire Scheme of Work for PSHE*, in which Drugs Education is a key theme in Years 3 and 5. Some drug education is explicitly taught as part of the KS2 Science curriculum, and other subject areas support drug education from time to time. (Further and more detailed arrangements for PSHE, including cross-curricular links, can be found in the school's PSHE Policy.)

The entire *Scheme of Work* provides for the vital development of social and individual attitudes and skills necessary for pupils to deal well with a drug using world. However, drugs education is explicitly planned for during "Keeping Myself Safe" and "The World of Drugs", at the following times:

|        |                                          |
|--------|------------------------------------------|
| Year 3 | Medicines & Drug Education (Summer Term) |
| Year 4 | Personal Safety (Summer Term)            |
| Year 5 | Drug Awareness (Summer Term)             |
| Year 6 | Personal Safety & Risks (Summer Term)    |

### STAFF RESPONSIBILITY

Our Health Education Co-ordinator is:

**Mrs Ann Robinson**

Our Named Member of Staff for Child Protection is:

**Mrs Ann Robinson**

Our Governor with responsibility for Child protection is:

**Mr Michael McGowan**

### Monitoring and Assessment

Drug Education will be monitored and assessed as part of the overall PSHE programme, and the science element in accordance with the requirements of the National Curriculum. (See the school's Assessment Policy)

### External Contributors

External contributors are welcomed into lessons and are a valuable part of the range of experiences offered to children. Any visitor to the school who has unsupervised access to pupils will be subject to DBS checks. All visitors to classrooms will work to the principles outlined in this document.

### PROCEDURES

The school should be prepared for any pastoral incident where drug misuse is a significant or contributory factor in relation to the immediate or long-term safety of an individual child. Schools should also be aware of the risks posed to young people by parents, carers or staff members who misuse drugs.

### Incidents

Drug related incidents in schools are rarely extreme. The majority of youngsters who use drugs are "experimental" or "recreational" users rather than "habitual" users. However, all drug use carries risks and these should neither be inappropriately exaggerated nor minimised.

Using DfE advice\*, Drug incidents largely fit within the following categories:

- Drugs or associated paraphernalia are found on school premises.
- A pupil demonstrates, perhaps through actions or play, an inappropriate level of knowledge of drugs for their age.
- A pupil is found in possession of drugs or associated paraphernalia.
- A pupil is found to be supplying drugs on school premises.
- A pupil, parent/carer or staff member is thought to be under the influence of drugs.
- A staff member has information that the illegitimate sale or supply of drugs is taking place in the local area.
- A pupil discloses that they or a family member/friend are misusing drugs.

\* **Drugs** - DfE and ACPO drug advice for schools 2012).

We deem a drug incident to be within our boundaries of responsibility if it occurs:

- On school premises.
- On a school trip.
- During a residential visit.

- During a work experience placement.
- On the journey to or from school.

At all other times, all staff still have a duty of care, and any child deemed to be at risk will be reported to the named person for Child Protection.

### **School Response**

The school's response will be measured and balanced against the extent or nature of the incident. Our aim will always be to engage or re-engage young people with learning.

If it is thought that a young person has misused any substance by accident or intent, the school will treat the situation as a serious medical emergency. Medical advice and treatment will be swiftly sought.

Any use of illegal drugs, the actual supply or the offer to supply illegal drugs on school premises or on school trips will always be reported to the Police.

The use of recreational drugs (including alcohol) by pupils on school premises or on trips away from will not be tolerated.

The school, including the grounds, is at all times a no smoking establishment, and will be regularly checked for signs of drug misuse (including discarded drug-taking equipment).

When dealing with any incident, in order of priority, staff will consider:

- **Medical Support:** Immediate first aid/ambulance if required, then appropriate referral to health services.
- **Immediate Safety/welfare support:** Is the young person "at risk" from their own behaviour or that of others?
- **Pastoral Support:** Counselling and guidance.
- **Discipline:** If appropriate.

### **Involving Parents**

As a general principle, parents will always be notified of the school's concern over a drug related incident. The only exception to this is when the headteacher feels that the welfare of the young person would be placed in greater jeopardy by this action, in which case the Child Protection Team will be consulted.

### **Incident Management**

Staff have a professional duty to investigate and take appropriate action, either individually, or by referral, if we have reason to believe that the young person is at risk.

The school has a legal duty to ensure that illegal drug use, or the making and supply of controlled drugs does not take place on school premises or during school trips.

School staff may safely take possession of an unknown substance.

The law:

*Provides that if a person took possession of a drug to prevent another committing an offence or continuing to commit an offence and then took speedy action to destroy the drug, or hand it to an authorised person, this shall be a defence to the charge of possessing a controlled drug.*

*Sec 5 Misuse of Drugs Act 1971*

### **Staff Conduct and Drugs**

Teachers have a duty of care to pupils entrusted to the school, including when on school trips. A member of staff may be deemed unfit to work if he or she poses a risk or potential risk to the health and safety of pupils or colleagues.

The welfare of staff with a drug problem is also an issue for schools. The National Healthy

Schools' Award includes standards for schools to address the professional, health and welfare needs of staff and for ensuring that arrangements are in place for appropriate occupational health advice and support.

### **Monitoring and Record Keeping**

We will record all drug related incidents, initially in the school record book. We will make no entry in a young person's (or member of staff's) permanent record until all evidence has been corroborated. Only factual information will be recorded. Our school will regularly follow up drug related incidents in order to monitor progress.

### **Discipline**

The majority of young people who misuse drugs are only experimenting with them. This behaviour is still potentially dangerous, and young people must understand that the use of illegal drugs and the misuse of any substance in all circumstances is inappropriate.

Young people need to understand that the school will try to support anyone who voluntarily seeks help with drug related problems.

They also need to know clearly that bringing recreational drugs into school or onto school premises for any purpose will be dealt with severely.

As a general principle, young people who are found in possession of, or have been supplying drugs, will be excluded from school while thorough investigation can take place. During, or immediately following this exclusion, a case conference will be held to decide the most appropriate action plan.

It is our policy:

- That young people who bring recreational drugs (e.g. tobacco, alcohol or solvent) to school will be disciplined and their parents informed.
- That young people who knowingly bring illegal drugs to school will be reported to the police.
- That young people who are found in possession of illegal drugs will be reported to the police (unless in exceptional circumstances e.g. where a young person has been coerced or bullied into carrying a substance).

Once the police are involved, and if a prosecution is to follow, the school will return to a policy of counselling and supporting, with the intention of engaging the young person in learning.

The principle goal of the school will be to attempt to re-establish a working relationship with young people who have been disciplined for drug related issues.

The school reserves the right as a last resort to exclude permanently a young person who, through persistent behaviour, is placing themselves, other pupils or staff at risk. In this case the reason for exclusion will be the endangerment to themselves or others caused by their actual behaviour, rather than their drug use.

### **Media**

All media involvement will only be dealt with by the head teacher or member of staff delegated by the head teacher, after consultation with the Press Office.

## DRUG RELATED INCIDENTS

### SCENARIOS

These scenarios put some of the principle of the Drugs Education Policy into a broad context to help staff who need to make a decision in an emergency.

If you are not sure how to deal with a drug-related incident, you are advised to read this section first.

(This section of the Drug Education Policy Document will be kept for reference in staff room and office).

#### Scenario 1

#### DRUGS OR EQUIPMENT ARE DISCOVERED ON SCHOOL PREMISES

Staff are required to:

- Take possession and store safely
- Inform a senior member of staff as soon as possible

Senior staff will

- Seek police advice re: identification of the substance and safe disposal.

In the event of a syringe being found, it will be placed in the school's 'sharps container'. Senior staff will record the incident in the school record book.

## COLLECTION SERVICE

### Sharps or Needle-stick injuries

Some young people will encounter injecting equipment in their community. Although the curriculum includes work on safety, and emphasises the importance of not touching any suspicious sharp or dirty object, curiosity or simple accident may still result in a needle-stick injury.

If this should happen, or even if it is suspected that it might have happened, it is **VITAL** that the following protocol is followed:

- Immediately encourage the wound to bleed and wash thoroughly with hot, soapy water
- Do not suck or allow the child to suck the wound
- Dress the wound as normal
- Inform a senior member of staff, who will immediately contact parents/carers
- **Medical attention should be sought as a matter of extreme urgency**  
Treatment for Hepatitis B must be started within 24 hours of exposure

**NHS Contact Number for advice: 111**

## **Scenario 2**

### **A PUPIL IS FOUND TO BE IN POSSESSION OF A DRUG**

Staff are required to:

- Take possession of the substance and store securely
- Inform a senior member of staff
- Seek advice from police re identification of substance and safe disposal/ other legal actions
- Inform parents/carers

## **Scenario 3**

### **A PUPIL IS THOUGHT TO BE IN POSSESSION OF A DRUG**

Staff are required to:

- Isolate the pupil from peers and supervise at all times
- Inform a senior member of staff

Senior members of staff will

- Inform police
- Inform parents or carers

The school reserves the right to

- a) Search trays, lockers and desks of any pupil suspected of being in the possession of drugs
- b) Ask a young person to empty their pockets or open their bags.

If the young person refuses, under no circumstances will any member of staff attempt physically to search a young person. This will only be undertaken by a police officer.

## **Scenario 4**

### **A PUPIL DISCLOSES THAT THEY ARE USING DRUGS**

Staff are required to:

- Inform a senior member of staff, who will
- Inform the Child protection Team, if the child is “at risk”
- Inform parents
- Seek advice from Community Drug and Alcohol Team, and if appropriate, Social Services.

## **Scenario 5**

### **A PUPIL DISCLOSES THAT PARENTS/CARERS MISUSE/SUPPLY DRUGS**

Staff are required to:

- Inform a senior member of staff, who will
- Inform the Child protection Team, if the child is “at risk”
- Retain the child and notify senior staff if a parent collecting children (especially by car) seems to be intoxicated.
- **If unable to retain the child, telephone 999 and inform police**
- Inform Child Protection Team

## **Scenario 6**

### **THE SCHOOL DISCOVERS THAT A PUPIL IS DEALING DRUGS IN SCHOOL**

Staff are required to:

- Inform a senior member of staff, who will
- Inform police
- Secure as much evidence as possible

- Work with police to construct an action plan
- Inform parents/carers

### **Scenario 7**

#### **A MEMBER OF STAFF SUSPECTS A PUPIL IS UNDER THE INFLUENCE OF A DRUG**

Staff will never treat intoxication lightly. The effect of any drug (including alcohol) on a young person can be highly unpredictable. Intoxication or a suspected overdose (even if the young person appears fit and well) will always be deemed a medical emergency.

Under no circumstances will an intoxicated young person be disciplined until medical advice has been sought. Intoxication from solvent can be lethal if the user is suddenly shocked or alarmed. The unpleasant (even horrific) effects of psychedelic drugs can be exacerbated by discipline, with potentially catastrophic results.

Staff are required to:

- Seek medical advice (999 if urgent)
- Perform appropriate first aid measures
- Keep the young person as calm as possible
- Inform a senior member of staff
- Ensure no other pupils are at risk
- Inform parents/carers
- Inform Child Protection if child is “at risk”

### **Scenario 8**

#### **PARENTS OR CARERS APPEAR UNDER THE INFLUENCE OF DRUGS ON SCHOOL PREMISES**

The focus of action will be to maintain the welfare of the child. If a parent is violent or abusive, they will be asked to leave the premises. No member of staff will put themselves or a young person at risk. If necessary, the police will be informed.

If the parent/carer is collecting the child, and the welfare of the child is deemed to be at risk, the child will be retained on school premises, senior staff will be informed and the school will consider whether to invoke Child Protection Procedures or call the police.

NHS Direct – 111 can give advice.

**It is a criminal offence to be “drunk in charge” of a child under 7 years old.**

### **Monitoring and Review**

Policy Date: Spring 2020

Review Date: Spring 2023